

NORTHFIELD PLANNING COMMISSION

Meeting # 06-06

Minutes of April 17, 2006

- I Roll Call:** Chair David Tucker (absent), Vice-Chair Stephen Fitzhugh, Commissioners Steven Jeffrey, Johnnie Stones, and Arlington Supplee. Also present were Acting Zoning Administrator Nanci Allard, Clerk Samantha Baraw, and Dexter Landers (Chair, Zoning Board of Adjustment).

Vice-Chair Fitzhugh called the meeting to order at 7:00 p.m.

II Approval of Minutes:

Meeting #06-04, March 20, 2006. Motion by Commissioner Jeffrey, seconded by Commissioner Supplee, to approve the minutes. Typographical Item III, "right of way" should not be capitalized, and railroad is one word. Item VII, "reconstructed". **Motion passed 4-0-0.**

Special Meeting #06-05, April 10, 2006: Motion by Commissioner Stones, seconded by Commissioner Jeffrey, to approve the minutes as amended. Part IV, last paragraph, first line: request for Norwich University to provide plans, add "Phase I plans for Harmon Hall renovation project". Discussion amongst the Board indicated that they would like Norwich University to approach the Board again with the changes that they made. Acting Zoning Administrator Allard will request that Norwich University approach the Board again. **Motion passed 4-0-0.**

III Public Participation: None.

- IV Discussion: Review of Building Permits, Letters of Compliance, and Misc. Inquiries.** Acting Zoning Administrator Allard reviewed recent building permit applications, letters of compliance, and miscellaneous matters with the Commissioners. There were no questions.

V Public Participation; non-agenda items:

VI Next Regular Meeting: May 15, 2006.

VII Executive Session: Zoning Administrator Interviews. Motion by Commissioner Jeffrey, seconded by Commissioner Stones, to go into executive session for the purpose of conducting interviews with the candidates and to invite Chairman of Zoning Board of Adjustment and Town Manager to participate. It was stated and agreed upon that since the Zoning Administrator provides support for Zoning Board of Adjustment, legally reports to Town Manager, and is appointed by the Selectboard, it would be appropriate for the Chair Zoning Board of Adjustment and Town Manager to be present in the executive session. **Motion passed 4-0-0.**

The Board went into executive session at 7:18 p.m.

Motion by Commissioner Jeffrey, seconded by Commissioner Stones, to come out of executive session. **Motion passed 4-0-0.**

The Board came out of executive session at 9:24 p.m.

Motion by Commissioner Jeffrey, seconded by Commissioner Stones, to recommend that the Town Selectman appoint Michele Braun as Zoning Administrator for the Town and Village of Northfield. **Motion passed 4-0-0.**

VIII Adjournment: Motion by Commissioner Supplee, seconded by Commissioner Stones, to adjourn. **Motion passed 4-0-0.**

The Board adjourned at 9:32 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next scheduled meeting.